

COUNTY EXECUTIVE'S 2006 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE-
FLEET MANAGEMENT

UNIT NO. 5300

FUND: Internal Service - 0030

OPERATING AUTHORITY & PURPOSE

The Fleet Management section of the Department of Parks and Public Infrastructure (DPPI)-Transportation Division provides a broad array of services to the County and its customers, including developing vehicle replacement programs; developing and designing vehicle specifications; managing the County's fuel system; assigning vehicles and equipment to users based on needs and requirements; managing and developing vehicle and equipment disposal through periodic auctions;

managing and maintaining all automotive equipment owned by the County; and authorizing and acquiring all vehicles and equipment in the Fleet Equipment Acquisition Capital Budget. Fleet Management controls, manages and maintains all automotive equipment owned by the County. It also centrally maintains materials and parts for the Department of Parks and Public Infrastructure Parks and Transportation Divisions.

BUDGET SUMMARY				
Account Summary	2004 Actual	2005 Budget	2006 Budget	2005/2006 Change
Personal Services	\$ 2,650,487	\$ 3,184,508	\$ 2,913,368	\$ (271,140)
Employee Fringe Benefits	1,355,814	1,737,575	1,574,318	(163,257)
Services	758,647	1,008,963	879,475	(129,488)
Commodities	2,105,975	2,390,029	2,089,153	(300,876)
Other Charges	0	0	0	0
Debt & Depreciation	2,587,736	2,673,310	2,533,669	(139,641)
Capital Outlay	22,007	20,090	42,000	21,910
Capital Contra	(26,416)	(13,090)	(35,000)	(21,910)
County Service Charges	1,825,113	1,648,116	1,690,973	42,857
Abatements	(380,915)	(390,696)	(530,165)	(139,469)
Total Expenditures	\$ 10,898,448	\$ 12,258,805	\$ 11,157,791	\$ (1,101,014)
Direct Revenue	111,828	441,040	38,200	(402,840)
State & Federal Revenue	18,815	17,700	17,700	0
Indirect Revenue	11,166,170	12,394,557	11,633,570	(760,987)
Total Revenue	\$ 11,296,813	\$ 12,853,297	\$ 11,689,470	\$ (1,163,827)
Direct Total Tax Levy	\$ (398,365)	\$ (594,492)	\$ (531,679)	\$ 62,813

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2004 Actual	2005 Budget	2006 Budget	2005/2006 Change
Central Service Allocation	\$ 100,716	\$ 120,086	\$ 211,741	\$ 91,655
Courthouse Space Rental	0	0	0	0
Document Services	1,184	741	0	(741)
Tech Support & Infrastructure	43,713	52,505	62,442	9,937
Distribution Services	0	0	0	0
Emergency Mgmt Services	0	0	0	0
Telecommunications	2,192	3,235	1,665	(1,570)
Record Center	0	0	0	0
Radio	0	0	0	0
Computer Charges	22,898	28,540	42,658	14,118
Applications Charges	40,197	51,181	77,721	26,540
Total Charges	\$ 210,900	\$ 256,288	\$ 396,227	\$ 139,939
Direct Property Tax Levy	\$ (398,365)	\$ (594,492)	\$ (531,679)	\$ 62,813
Total Property Tax Levy	\$ (187,465)	\$ (338,204)	\$ (135,452)	\$ 202,752

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- * These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

PERSONNEL SUMMARY				
	2004 Actual	2005 Budget	2006 Budget	2005/2006 Change
Personal Services (w/o EFB)	\$ 2,650,487	\$ 3,184,508	\$ 2,913,368	\$ (271,140)
Employee Fringe Benefits (EFB)	\$ 1,355,814	\$ 1,737,575	\$ 1,574,318	\$ (163,257)
Position Equivalent (Funded)*	70.6	71.0	63.6	(7.4)
% of Gross Wages Funded	93.3	95.0	95.8	.8
Overtime (Dollars)**	\$ 77,424	\$ 237,504	\$ 125,004	\$ (112,500.0)
Overtime (Equivalent to Position)	2.3	5.9	3.2	(2.8)

- * For 2004, the Position Equivalent is the budgeted amount.
** Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Intern Auto Mech/Tech	Abolish	1/.34	Fleet	\$ (7,028)
Auto & Equipment Attendant	Abolish	1/1.0	Fleet	(32,312)
Auto & Equip Srv Tech Asst	Abolish	2/2.0	Fleet	(68,472)
Auto & Equip Srv Tech	Abolish	2/2.0	Fleet	(76,652)
Shift Differential	Reduce	1/.11	Fleet	(4,726)
			TOTAL	\$ (189,190)

MISSION

Fleet Management will strive to provide prompt, competitive, quality services to its customers and to effectively manage all County vehicles and equipment through a diversified workforce of skilled, experienced and professional employees.

BUDGET HIGHLIGHTS

- Personal Services without fringe benefits decreases \$271,140 from \$3,184,508 to \$2,913,368. Funded positions decreases 7.4 from 71.0 to 63.6.
- In 2006, new and replacement Fleet equipment is budgeted in the Capital Improvements Budget (Project WO112, Fleet Equipment Acquisition). The Sheriff's Department, DPPI-Highway Maintenance, Facilities Management, Parks and Airport Divisions will primarily utilize the replacement equipment. All departments receiving replacement equipment will be

required to turn in their used equipment unless, as required, the department has obtained County Board approval to retain the old vehicles, so that the Fleet Management Division's total equipment count does not exceed approved totals. Any costs associated with the repair and maintenance of vehicles retained will be the sole responsibility of the using department.

For 2006, funding for motor vehicle parts decreases \$326,281 from \$1,125,469 to \$799,188. Funding for fuel increases \$39,620, from \$1,137,142 to \$1,176,762. The number of gallons budgeted reflects a reduction in equipment.

- Flexibility to expand, modify and reallocate major maintenance projects and equipment purchases while remaining within the total appropriation is continued in 2006.
- Depreciation for Fleet equipment decreases \$67,065, from \$2,226,831 to \$2,159,766.

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- Bond interest decreases \$ 130,000, from \$720,046 to \$590,046, resulting from the re-financing of bond funding used for vehicle acquisitions and a reduction in new units purchased.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

FUEL PRICING AND PURCHASES						
Fuel Purchases make up a major portion of the Fleet Management Budget for Commodities						
		2002 Actual	2003 Actual	2004 Actual	2005 Budget	2006 Budget
Lead Free -	Gallons	501,078	487,666	448,008	495,590	375,723
	Average Price	\$1.21	\$1.40	\$1.67	\$1.95	\$2.22
	Purchase	\$605,901	\$681,380	\$746,747	\$966,401	\$834,105
Diesel #2 -	Gallons	306,877	300,363	300,002	306,379	265,700
	Average Price	\$1.08	\$1.22	\$1.50	\$1.45	\$2.22
	Purchase	\$330,565	\$367,902	\$450,001	\$444,250	\$589,854
Diesel #1 -	Gallons	56,023	50,450	56,517	65,000	55,000
	Average Price	\$1.08	\$1.39	\$1.55	\$1.45	\$2.22
	Purchase	\$60,405	\$69,897	\$87,735	\$94,250	\$122,100
Propane	Gallons	1,557	1,902	1,788	1,700	1,800
	Average Price	\$0.99	\$1.05	\$1.17	\$1.05	\$1.21
	Purchase	\$1,537	\$1,997	\$2,086	\$1,785	\$2,178
Total Gallons Used Per Year		865,535	840,381	806,315	868,669	698,223
Total Fuel Purchased Per Year		\$998,408	\$1,121,176	\$1,286,569	\$1,506,685	\$1,548,237
Less: Fuel for Parks Department		\$ (133,888)	\$ (161,291)	\$ (181,091)	\$ (198,553)	\$ (200,485)
Less: Fuel for Non Fleet Equipment		\$ (126,425)	\$ (138,998)	\$ (168,286)	\$ (170,990)	\$ (170,990)
Net Fuel for Fleet Operating Budget		\$738,095	\$820,887	\$937,192	\$1,137,142	\$1,176,762

The fuel prices in the table above are inclusive of Federal and State Taxes, which is included in the purchase price of fuel. Fleet subsequently is reimbursed by the State for fuel used in off road equipment.

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ACTIVITY AND STATISTICAL SUMMARY				
	2004 <u>Budget</u>	2004 <u>Actual</u>	2005 <u>Budget</u>	2006 <u>Budget</u>
Highway Patrol (Miles)	2,491,000	2,082,765	2,350,000	2,083,000
Other Cars (Miles)	1,200,000	891,256	1,100,000	892,000
Trucks (Miles)	3,237,000	2,935,167	3,000,000	2,935,000
Motorcycles (Miles)	25,900	20,064	25,900	20,000
Fire Trucks (Miles)	7,000	7,351	7,000	7,000
Other Equipment (Miles)	<u>76,300</u>	<u>38,810</u>	<u>76,300</u>	<u>38,800</u>
Total (Miles)	7,037,200	5,975,413	6,559,200	5,975,800